

CITY OF BRAWLEY

May 16, 2018

The Airport Advisory Commission of the City of Brawley, California met in a regular session at 4:00 PM, Public Works Department Conference Room, 180 S. Western Avenue, Brawley, California, the date, time and place duly established for the holding of said meeting.

The meeting was called to order by **Chairman Kelley @ 4:05pm**

PRESENT: Kelley, Rutherford, Friley, Osterkamp
ABSENT: Floyd

1. APPROVAL OF AGENDA

The agenda was **approved** as submitted. m/s/c Osterkamp/Friley/4-0

2. PUBLIC APPEARANCES/COMMENTS:

- Andrew Colace and Amador Fernandez Jr., brought up points of interest about the Brawley Municipal Airport, and they are interested in the Fixed Base Operator (FBO) proposal.
 - Improvements can be made to the FBO restroom facilities, and were filthy.
 - Would encourage larger design class size aircraft into Brawley Municipal Airport. (Brandt, Colace)
 - Construct hangars
 - Has talked to the property owner to the East of the Airport and would be interested in donate the property if the land can be zoned as Industrial
 - Possible non-profit flight school, with City participation.
 - Make changes to help the FBO
 - Working on the RFP
 - Commissioner Kelley suggested a committee be established to see what services at the Brawley Municipal Airport are needed.
 - Solar and Agriculture benefits

3. APPROVAL OF MINUTES m/s/c Friley/Osterkamp/4-0

4. REGULAR BUSINESS FIXED BASE OPERATOR REPORT

- Fuel Sales
 - 1,566 Gallons of 100-LL, April, 2018.
 - 3,093 Gallons of Jet A April, 2018.
 - 105 Landings, 107 Departures April, 2018
 - Will still be vacating on June 30th, 2018
 - Hangar Occupancy – 8 vacant hangars - \$180 (3), and \$120 (5) hangars as of May 11, 2018.
- Staff Report:
- May Expenditure and Revenue Report provided, with a Cash In Balance reports.
 - \$37,272.36 – Expenditures
 - \$99,454.38 – Revenues
 - Cash In Balance – No report this month.

- Commissioner Osterkamp asked the following:
 - Is Fire Station #2 and the Water Tank are paying Fair Market Value for the land they are occupying?
 - In the budget report what is Utility Allocation for?
 - Is there a Contract already in place to rent the executive hangars?
 - Lengthening the runway and taxiway will require the following:
 - Perform an environmental for the future extension property.
 - Rezone for property adjacent to the airfield to Industrial.
 - Underground of Shellenburger Drainage Ditch to the East side of the Airport, and rerouting of N. Best Avenue, undergrounding of electrical.
- Commissioner Osterkamp presented paperwork with a mission statement, basic services at the Brawley Municipal Airport, Airport Improvements, City Accountability, and Airport property rental for City facilities.
 - Our Mission: "Visitors and Airport Hangar Users see that Brawley is a viable city and feel welcomed.
 - Basic Services: to utilize 50% of the hangar rentals
 - Staffed 8 hours a day, Non mechanic with basic line service.
 - Clean Outdoor Restroom.
 - Update Airport Office – Done by FBO without Prevailing Wage, If not by Donation.
 - Update Airport Restrooms – Done by FBO without Prevailing Wage, If not by Donation.
 - Mechanic on Call.
 - Full Service Fuel Service – Fuel Truck on Call for AvGas (100LL)
 - Airport Improvements:
 - City to provide to Commissioner Osterkamp (grant amount, copy of ACIP.)
 - Airport Users would like to get a SuperAWOS installed.
 - Runway rehabilitation – Use a different consultant and can provide a letter of support from airport users.
 - City Accountability: Commissioner Osterkamp requests what these costs are used for:
 - Admin Costs - \$7,500
 - Utility Allocation - \$13,860
 - Engineering Allocation - \$7,669
 - Airport Property Rent for the Water Tank and Fire Station #2.
- FAA Airfield Lighting Project
 - Project was completed on May 15, 2018.
- Status Updates
 - Executive Hangar Funding Source- Commissioner Kelley stated they are always looking for funding.
- FBO Contract:
 - Moved to after public participation – m/s/s Osterkamp/Friley/4-0
 - Back in the day, Mr. Mills stated that the hangars were funded by the Airport Users, and after 20 years they reverted to the City.

- Mr. Mills also stated that the ground lease at Brown Field are priced per square foot.
- Commissioners Kelley and Osterkamp to discuss with City Manager Rosanna Bayon Moore.

5. NEW BUSINESS

- Strategic Planning – Future Projects for the Brawley Municipal Airport – Not Discussed.

ADJOURNMENT @ 6:05 PM

Alan Chan, Engineering Technician II